



CITY OF DELTONA

BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

2345 Providence Blvd - Deltona, FL 32725

Permitting: (386) 878-8650 - (386) 878-8660 - Zoning: (386) 878-8665 Fax: (386) 878-8651

E-mail: Permitting@deltonafl.gov

OFFICE HOURS

Monday - Friday 8:00 a.m.-5:00 p.m.

RESIDENTIAL PERMIT APPLICATION/ PLAN SUBMITTAL CHECK LIST

FBC 7 TH Edition 2020 – NEC 2017

CONTRACTOR: _____

PROPERTY LOCATION: _____

ITEMS SUBMITTED:

- ___ One completed and signed Building Permit Application and subcontractor applications for each trade
- ___ Submittal Fee and Plan Review Fee (See Fee Schedule)
- ___ One set of plans (signed and sealed) All construction drawings must be designed by a Florida Registered Architect or Engineer to meet the requirements of Florida Building Code 7th Edition 2020 and Nation Electric Code 2017
- ___ One set of sealed Truss Engineering
- ___ One set of Energy Calculations Including Manual "J", Manual "D" and Manual "S" – with completed cover sheets
- ___ One survey of the existing conditions on and around the site. The survey must be signed and sealed by a Florida Licensed Surveyor and Mapper. The information on the survey must comply with Section 3.0 of the Residential Lot Grading and Driveway Design Guidelines.
- ___ Elevation Certificate if property is in Flood Zone. (Will need additional Elevation Cert with Construction Drawings, Foundation Survey and Final Survey)
- ___ One plot plan of proposed development. The information on the plot plan must comply with Section 2.0 of the Residential Lot Grading and Driveway Design Guidelines. The design must meet the Guidelines, the City Code, and the Florida Building Code.
- ___ Tree Removal Permit Application (see section IV for required items of the Tree Removal Permit) AND One completed Certificate of Compliance, if no protected trees (6" DBH or larger) are proposed to be removed at any location within required zoning yard setbacks.
- ___ One set of Florida Product approval for windows, mullions, sliding glass doors, garage door, entry doors include the manufacturers installation specifications.
- ___ Septic permit including soil analysis sheet and survey showing septic location; or proof of sanitary sewer
- ___ City Right of Way Use Permit for driveway – If job site is located on County Maintained Roads, a Volusia County Use Permit is required –

COUNTY ROADS ARE AS FOLLOWS:

- | | |
|-----------------------------------|---------------------------|
| 1. Doyle Rd – CR4162 (Debary Ave) | 2. Lake Helen Osteen Rd |
| 3. Howland Blvd | 4. Saxon Blvd |
| 5. Providence Blvd | 6. Enterprise Rd – CR4156 |
| 7. Enterprise-Osteen Rd | 8. Lake Shore Dr |
| 9. Graves Ave | |

Submitted By (Signature): _____

Name (Print): _____

Phone: _____

Date: _____

ITEMS REQUIRED PRIOR TO ISSUANCE OF PERMIT

1. Elevation Certificate - Construction Drawings (if in Flood Zone)
2. Copy of Recorded Notice of Commencement
3. Proof of potable water by providing the paid water receipt from the water utility company
4. Permitting Fees
5. City Impact Fees
6. Proof of contract with Waste Pro for solid waste disposal (The City of Deltona has exclusive contract with Waste Pro for all solid waste disposal. Roll-off Dumpsters must be obtained through them). Waste Pro contact is 386-788-8890.

ITEMS REQUIRED PRIOR TO CERTIFICATE OF OCCUPANCY

1. Pass all required inspections
2. Blower Door Test Form Completed (prior to Final Building Inspection)
3. Re-inspection Fees
4. County Impact Fee Receipt – To be paid at Volusia County – (3860 736-5924 (copy of Permit application is required)
5. Septic Final (or Sewer) – Please contact Volusia County Health Department at venue, Deland, FL (386) 822-6250 to obtain your final inspection result.
6. Sidewalk Fund Fee (if not installed)
7. Final Elevation Certificate (if in a flood zone)
8. Solid Waste Assessment Fees
9. Final As-Built Survey showing drainage. (3 shots on each side)